

Mrs _____
(Correspondence address)
Tele : _____ Mob _____

Dated :

To,
The Secretary _____ Club
Address

TRANSFER OF MEMBERSHIP NO : _____

Dear Sir,

1. I regret to inform you that my husband (Rank) _____ Name _____
_____ (Retd), expired on _____ at _____.
2. It is kindly requested that his Membership No _____ may please be transferred
to my name. Two copies of my attested photographs are enclosed.
3. All correspondence and billing may please continue to be done at the present
address as before.

Thanking You,

Your faithfully,

(Mrs _____)